

# **APPENDIX “B”**

**City of Lincoln  
and  
Lancaster County**

**GIS Visioning Workshop  
Summary Report**

**November 12th, 2003**

**“Connecting More Than The Dots”**

# GIS Visioning Session

City of Lincoln and Lancaster County, Nebraska

*November 12, 2003*

The purpose of this report is to present summary materials from the "GIS Visioning Session" held by the City of Lincoln and Lancaster County on November 12, 2003. The purpose of this session was to explore issues and opportunities facing the future of the City and County's GIS operation.

This report is divided into the following sections: (1) Meeting Location and Format; (2) Departmental Presentations; and (3) Group Exercise Findings.

## **Meeting Location and Format**

The GIS Visioning Session was held in the conference facilities of the Lincoln Electric System (LES) Service Center, located at 2620 Fairfield Street in Lincoln, Nebraska. The meeting ran from about 8:30 in the morning until 3:00 in the afternoon. The agenda included self introductions, overview presentations by each of the participating departments and agencies, two group exercises, and a wrap up discussion.



Approximately 30 staff members from a variety of city and county departments and agencies participated in the Visioning Session. The departments represented at the November session included:

- Lincoln Public Works and Utilities
- Lancaster County Engineer's Office
- Lancaster County Assessor's Office
- Lower Platte South Natural Resources District
- Building and Safety
- Information Services
- City-County Planning

The format of the November 12<sup>th</sup> meeting built upon a similar Visioning Session held previously in October of 2003. The earlier Session involved administrative and management personnel for 11 different city and county departments involved in GIS operations and funding. The October session occurred over a two-day period and was facilitated by ESRI staff out of Missouri.



The October Visioning Session drew a number of major conclusions regarding the future needs of the City-County GIS operation. The November Session was intended to introduce a broader range of staff to the conclusions of the October meeting and to gather technical staff observations and guidance concerning the future path of the city-county

operation.

### **Departmental Presentations**

Each of the department and agencies involved in the Visioning Session were invited to present an overview of their present use of GIS. In all, five separate groups presented a summary as part of the overall morning session. These included the County Engineer's Office, the County Assessors Office, the Building and Safety Department, the Lincoln Electric System, and the City-County Planning Department.

A copy of the presentation slides used by each of these departments is presented in Appendix A.

### **Group Exercise Findings**

Two separate group exercises were held during the day long meeting. A summary of the results of each is presented below.

#### **Group Exercise #1**

Immediately following the review of each department's current GIS operations, the entire group was asked to consider their thoughts regarding this question:

*"What are the FOUR most important challenges facing the City/County GIS Community and/or your department?"*

A group facilitator then asked each person to give their top issue. Once everyone had been offered the chance to state their major issue, the process was repeated until everyone had been given the opportunity to present all their ideas. Each of the ideas was recorded on paper flip charts. The results of this exercise are presented below. The issues are presented in no order of importance in this listing:

## EXERCISE #1 RESULTS

- Geodatabase/Data Model
- Improved/Streamlined Inter-departmental Workflow
- Strategic Plan Formalized/Tactical
- Formalized Format for User Communication/Idea Generation
- Responsibility/Data Sharing & Maintenance
- End-User Training
- Software Integration with Other Systems
- Education of Elected Officials
- Centralized Repository
- Attribute Coding Standards
- Emphasis on “Live” GIS Demos
- Common Platform/ESRI/Microstation
- Formal City/County GIS Authority Figurehead/Program Manager
- Staffing Resources
- Public Access to GIS Data
- local ESRI Training
- License Pooling (ESRI, PermitsPlus)
- Unified Landbase
- Cross-Training
- SDE
- Technical Staff Training
- Intra-Departmental Workflow
- GIS Department
- Data Security
- Migration Issues (Coverages – GDB)
- GIS Coordination with Authority
- Sharing Outside of City/County (i.e. State)
- Metadata
- Non-GIS Data Contributors
- City/County Integration
- Data Creation Standards
- Prioritize Hardware Needs
- GIS Community Outreach
- Address Standards/Enforcement
- GIS SWAT Team
- Data Coding Standards/Rules
- Timeframe for Learning New Software
- Version Standardization (i.e. 8.1 vs. 8.3)
- Aerial Update Program
- Deployment Model for ArcGIS
- Common Data Collection Coordination
- Project Cost/Benefit Analysis
- Data Privacy Issues
- Joint Funding for Shared Projects

- Data Catalog
- PID's Creation/Use/Workflow
- Digital Submittal of Plats
- Preliminary Plat Information in GIS
- Departmental IMS Applications
- Vendor Data in GIS Format Standards
- Data Redundancy
- GIS Funding Model (Across Departments)
- Outreach to Other City/County "Non" GIS Users

After the entire list had been compiled, the participants were asked to select their top areas of interest from the group's list. From this exercise the following five (5) issues emerged as the TOP ISSUES that the participants felt needed attention:

1. GIS Strategic Plan
2. GIS Management
3. Training
4. SDE/Geodatabase
5. Data Responsibility

### **Group Exercise #2**

The next step in the visioning process was to take the TOP 5 ISSUES identified by the entire group of participants and have them work as five smaller working groups to determine the best approach for addressing and resolving each issue.

A predetermined summary format was used to facilitate the discussion and collection of ideas and information on each issues. This format asked each of the five working groups to identify their following for their issue: (1) Title/Description; (2) Purpose/Goal; (3) Task Schedule/Deadline; (4) Assignments (Lead Agency; Departments; Staff); (5) Work Tasks/Program; and (6) Observations, Clarifications/ and Other Comments.

After each working group completed their review of the issues assigned to them, their conclusions were presented tot he larger group. A summary of each of the five group's findings are presented in Appendix B.

